FMSU AUT TRAINING

rt	macom	dssn	transc	docnum	abanum	docdate	inputdt	amt	age
T	76	8830	2400	00000474	041036033	20140228	0214	100	
T	76	8830	2400	00000489	041036033	20140321	0314	7125.19	
T	76	8830	2400	00000490	041036033	20140321	0314	10000	
T	76	8830	2400	00000491	041036033	20140321	0314	9315	
T	76	8830	2400	00000492	041036033	20140324	0314	10000	
T	76	8830	2400	00000493	041036033	20140326	0314	2800	
T	76	8830	2400	00000494	041036033	20140327	0314	2910	
T	76	8830	2400	00000495	041036033	20140327	0314	50000	
T	76	8830	2400	00000496	041036033	20140328	0314	300	

United States Army Financial Management Command (USAFMCOM)
Operational Support Team

Updated 22 April 2014

AGENDA

▶ ♯ **Introduction**
- **Overview**
- **Agencies involved**
- **Common ABAs**
- **AUT Format**
- **Transactions Reported on the AUT**

▶ ♯ **General Errors and Causes**
- **Unreported Treasury transactions**
- **Unreported Station transactions**
- **Incorrect Document numbers**
- **Amount mismatches**
- **Transaction type mismatches**

AGENDA

► ⌗ **Tools for Prevention and Reconciliation**
- ■ **ECC Voucher Series log**
- ■ **CIR Research**
- ■ **PIR Research**
- ■ **DDS Research**

► ⌗ **AUT Correction and Reconciliation (specific errors/solutions)**
- ■ **Unreported T-Lines**
- ■ **Unreported S-Lines**

AGENDA

- ⌗ **Reports**
  - ▪ **DELMARS**
  - ▪ **Justification**
  - ▪ **Statement of Differences**
  - ▪ **Deposit Cleared**
  - ▪ **Forced Matched**

- ⌗ **Conclusion**

INTRODUCTION

INTRODUCTION

⌗ **Monthly exception report that lists unmatched deposit tickets and debit vouchers between any of the Federal Reserve Banks (FRB) and the paying DSSN.**

⌗ **An accumulative report which requires that each line (case) is worked daily to locate discrepancies between Treasury and Disbursing Officer's accountability.**

⌗ **Data that appears on the AUT represents the accuracy that each DSSN is reporting on the Statement of Accountability each month.**

INTRODUCTION

⌗ **Unresolved discrepancies can result in Losses of Funds or Overages for the responsible Accountable Official (Cashier, DA, DDO) and will ultimately be the responsibility of the account holder (DO).**

⌗ **Although the correction of discrepancies and imbalances is key to clearing the AUT, the prevention of these imbalances must be enforced at all levels of disbursing operations. Cashiers, Disbursing Agents, Deputy Disbursing Officers and their staff must develop internal control in order to properly report all transactions processed utilizing**

PREVENTION

INTRODUCTION

Agencies Involved

DSSN (DO/DDO/DA/Cashier)

- Reports monthly Debits and Deposits via the Data Element Management Accounting Reporting System (DELMARS) report
- Provides aged line Justification Report
- Works individual imbalances

TREASURY (Federal Reserve banks)

- Report all E-Commerce related Debits and Deposits from the individual FRBs via CIR/PIR

DFAS-Indianapolis

- Compiles reports from DSSNs and Treasury

DFAS-Rome

- Receives and processes monthly DELMARS report through SRD-1 (STANFINS)

INTRODUCTION

Most Common ABAs

ABA 041036033 – CITIBank (OTCnet only)

- Deposits tickets for batch listings received for checks scanned through **OTCnet**
- Deposit tickets for checks physically mailed to CITI **not** scanned through **OTCnet**

ABA 061000146- FRB Atlanta

- Debit vouchers for **non-sufficient funds checks**
- Deposit tickets for **EFT returns** from domestic bank payments (ABA)
- Deposit tickets for **EFT returns** from international bank payments (SWIFT code)
- Debit vouchers for **EFT payments** to domestic banks (ABA)
- Debit vouchers for **Store Value Card (SVC) LOADS**

ABA 011000015- FRB Boston

- Deposit tickets for **Store Value Card (SVC) SALES**

ABA 021001208- FRB New York

- Deposit tickets for **EFT rejects** from international bank payments (from a SWIFT code)
- Debit vouchers for **EFT payments** to international banks (to a SWIFT code)

Note: The First two digits of the ABA determine the District (FRB); i.e., 01- Boston, 02-New York, 04-Cleveland, etc.)

INTRODUCTION

Elements of the AUT

blank1	rt	macom	dssn	transcode	blank2	docnum	abanum	blank3	docdate	blank4	inputdt	blank5	amt	age
	T	76	8830	2400		00000069	041036033		20121126		1112		50	
	T	76	8830	2400		00000075	041036033		20121129		1112		100	*
	S	76	8830	4202		00000096			20121222		0113		50	x

- **RT:** "T" for "Treasury" (FRB) and "S" for "Station" (DSSN)
- **MACOM:** i.e., "76" is FORSCOM
- **DSSN**: Disbursing Station Symbol Number
- **TRANSCODE**: Type of transaction reported.
- **DOCNUM**: SF 5515 Number / SF 215 Number
- **ABANUM**: American Bankers Association (ABA) Number: identifies agency

- **DOCDATE: Date transaction was processed**
- **INPUTDT: Accounting month transaction reported by ABA or Site**
- **AMT: Total amount debited or deposited for each transaction reported. SF 5515s are negative and SF 215s are positive amounts.**
- **AGE: (*= 60-89 days); (X= 90 days or older); based on DOCDATE**

INTRODUCTION

T – Lines explained

blank1	rt	macom	dssn	transcode	blank2	docnum	abanum	docdate	inputdt	amt	age
	T	76	8850	2400		00030519	011000015	20120723	0712	40	X
	T	76	8850	2400		00115106	011000015	20120801	0812	3220	X
	S	76	8850	4203		00310100		20120820	0812	-473	X

⌗ **Transactions reported by the Treasury**

⌗ **Transaction codes always equal "2400"**
- ▪ **Positive amounts are deposit tickets**
- ▪ **Negative amounts are debit vouchers**

⌗ **Will have ABA numbers attached to them**

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INTRODUCTION

S – Lines explained

blank1	rt	macom	dssn	transcode	blank2	docnum	abanum	docdate	bl	inputdt	amt	age
	T	76	5000	2400		00030519	011000015	20070723		1107	40	X
	T	76	5000	2400		00115106	011000015	20070801		0807	3220	X
	S	76	5000	4203		00310100		20070820		0807	-473	X

⌗ **Transactions reported by the site (DSSN)**
 ▪ **TRANSCODE 4202 = Deposit Tickets**
 ▪ **TRANSCODE 4203 = Debit Vouchers**

⌗ **Will not have American Bankers Association number (ABA) attached to them**

INTRODUCTION

Aged Lines

⌗ **Lines that are 60 days or older based on transaction processing date**

⌗ **Require monthly justification to DFAS-IN by DDSN (line by line)**

⌗ **Will result in a Loss of Funds or Overage if not cleared timely**

Transactions Reported

Deposit Tickets (SF 215)

⊞ **Decrease DSSN accountability**

⊞ **Represented by the following:**

- **Manual Deposits (un-scannable negotiable instruments, cash deposits, etc.)**
- **OTCnet Batches**
- **ECC Sales**
- **Rejected, returned or recalled EFT transactions (DDO only)**
- **Transaction accidentally submitted by external agencies (i.e., other DSSNs)**

Transactions Reported

Debit Vouchers (SF 5515)

- **Increase DSSN accountability**
- **Represented by the following:**
  - **ECC/SVC Loads**
  - **EFT Transactions (DDO only)**
  - **OTCnet Non-sufficient Funds Checks (NSFs) (DDO only)**
- **Transaction accidentally submitted by external agencies (i.e., other DSSNs)**
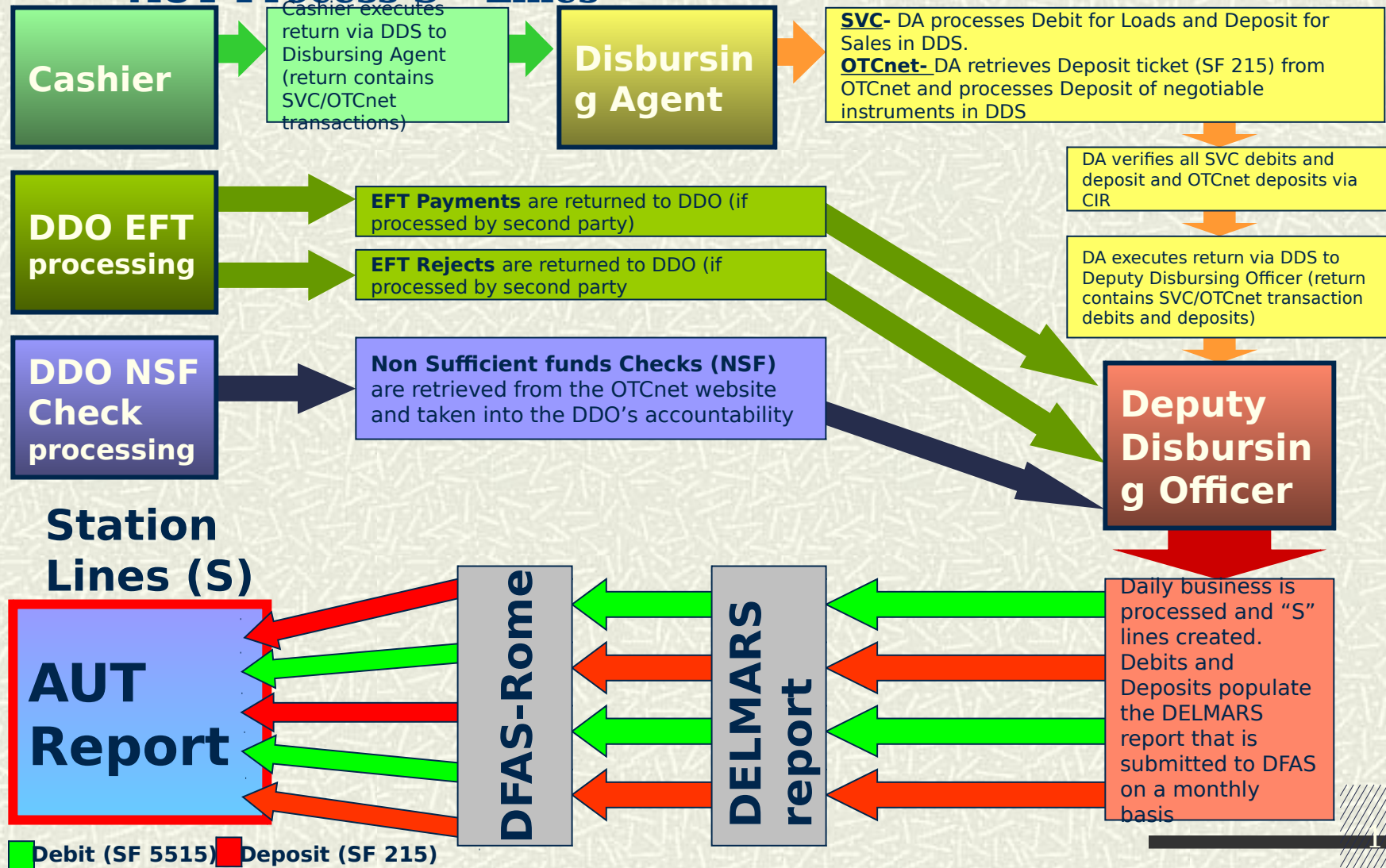
INTRODUCTION

AUT Process (T – Lines)

Cashier
- Processes **MANUAL** check → DA or DDO mails checks with Deposit Ticket (SF 215)
- Processes check in **OTCnet** → OTCnet Batch Approved by DA
- Processes Sale in **SVC** → SVC Sales TR file transmitted to FRB by DA
- Processes Load in **SVC** → SVC Loads TR file transmitted to FRB by DA

DDO (EFT processing)
- Domestic Payments are uploaded into ITS.gov
- International Payments are uploaded into ITS.gov

Treasury Lines (T)

AUT Report

CIR/PIR Website

FRB New York
- EFT Reject

FRB Atlanta
- EFT Reject

FRB Boston

CITI Bank

NSF Checks

Debit (SF 5515)

Deposit (SF 215)

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INTRODUCTIONS

AUT Process S – Lines

Cashier

Cashier executes return via DDS to Disbursing Agent (return contains SVC/OTCnet transactions)

Disbursing Agent

SVC- DA processes Debit for Loads and Deposit for Sales in DDS.
OTCnet- DA retrieves Deposit ticket (SF 215) from OTCnet and processes Deposit of negotiable instruments in DDS

DA verifies all SVC debits and deposit and OTCnet deposits via CIR

DA executes return via DDS to Deputy Disbursing Officer (return contains SVC/OTCnet transaction debits and deposits)

DDO EFT processing

EFT Payments are returned to DDO (if processed by second party)

EFT Rejects are returned to DDO (if processed by second party

DDO NSF Check processing

Non Sufficient funds Checks (NSF) are retrieved from the OTCnet website and taken into the DDO's accountability

Deputy Disbursing Officer

Daily business is processed and "S" lines created. Debits and Deposits populate the DELMARS report that is submitted to DFAS on a monthly basis

Station Lines (S)

AUT Report

DFAS-Rome

DELMARS report

■ Debit (SF 5515) ■ Deposit (SF 215)

INTRODUCTION

Lines are Created When:

- **Deposits/Debits are unreported or improperly reported by either agency:**
  - **Treasury**
  - **DSSN (DDO/DA)**
- **Deposit Ticket/Debit Voucher numbers reported by DSSN *DO NOT* match numbers reported by the Treasury**
- **Deposit Ticket/Debit Voucher amounts from DDS *DO NOT* match amounts reported by the Treasury**
- **Transaction Processing months are mismatched**
- **Transaction Types are mismatched**

GENERAL ERRORS

GENERAL ERRORS

Unreported Treasury (T – Line) Transactions

⌗ **Cause:**

- **Oversight, Negligence or Lack of Training**
- **Transactions not submitted daily to the corresponding Federal Reserve Bank by the DSSN:**
  - **OTCnet Batches to CITIBANK**
  - **ECC TR Files to FRB-Boston**

⌗ **FRB failure to report transaction (seldom)**

⌗ **Solution/prevention:**

- **Submit the transactions to the corresponding Federal Reserve Bank on a daily basis**
- **Contact FRB to inquiry so as to why transaction was not processed/reported**

GENERAL ERRORS

⌗ **Cause:**

- **Oversight, Negligence or Lack of Training**
- **Disbursing Agent daily business not submitted to the DDO for processing in timely fashion (accounting cutoff)**
- **Disbursing Agent and DDO internal business not cleared and processed in DDS by the DDO in timely fashion**
- **Failure to monitor PIR/CIR on a daily basis**

⌗ **Solution/prevention:**

- **Submit Disbursing Agent daily business return on a daily basis**
- **DDO must clear the Disbursing Agents**

GENERAL ERRORS

Incorrect Document Number

⌗ **Cause:**

▪ **Oversight, Negligence or Lack of Training; entered incorrect document number**

▪ **Transaction Force Matched (merged) with another transaction**

▪ **Reported incorrectly by the FRB**

⌗ **Solution/prevention:**

▪ **Ensure the correct Debit Voucher number or Deposit Ticket number are utilized in DDS prior to finalizing business day and submitting return to DDO**

▪ **Make corrections or offsets in DDS to rectify mistakes prior to accounting cutoff**

▪ **Contact respective FRB for correction when applicable**

GENERAL ERRORS

⌗ **Cause:**

- **DA entered incorrect transaction amount in DDS**
- **DA entered incorrect transaction amount in ECC or OTCnet**
- **The Cashier and failed to ensure the totals in DDS matched the totals input into ECC, OTCnet prior to closing**
- **Transaction Force matched (merged) with another transaction (DFAS)**
- **Reported incorrectly by the FRB (seldom)**

Transaction Amounts Mismatched - Solutions

Solution/prevention:
- **Make corrections or offsets to ECC and OTCnet prior to finalizing systems for the day**
  - Do not Close/Approve an OTCnet batch if not in balance with DDS
  - Do not submit ECC TR files to FRB-B if not in balance with DDS
- **Do not close the business day or return to the principal unless DDS totals match ECC and OTCnet**
- **Principals (DA, DDO) should not clear an agent's DD 1081 unless DDS and ECC, OTC.et, ITS totals match**
- **Contact DFAS-Rome for Force Matching issues**

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GENERAL ERRORS

Transaction Type Mismatched

⌗ **Cause:**

- ▪ **Agency processes a supplemental transaction to correct a previous transaction**
- ▪ **STANFINS input does not make intended adjustment; becomes a line**

⌗ **Solution/prevention:**

- ▪ **Additional STANFINS (done by DFAS-Rome) input**
- ▪ **Contact ABA agency for correction to erroneous adjustment**

An Ounce of Prevention is Worth a Pound of Cure
- Benjamin Franklin -

ECC Voucher Series Log

The DDO is responsible for maintaining a list of all vouchers series issued to the sites in their footprint (DA's) by FRB-Boston for the purposes of processing Eagle Cash (ECC) Debit Vouchers and Deposit Tickets. The DDO and staff should easily identify which of his remote sites processed an ECC Debit (SF 5515) or Deposit (SF 215) for Loads and Sales if the transaction appears on the Au

- **Each Site has it's own permanent series**

DSSN 5579

SF 5515 and SF 215 Voucher Series Listing

SITE	LOADS	SALES
BAGRAM	570000-580000	130000-150000
FENTY	580001-590000	150001-160000
PHOENIX	590001-600000	160001-170000
EGGERS	600001-610000	170001-180000
SHARANA	610001-620000	180001-190000
SHANK	620001-630000	190001-200000
MARMAL	630001-640000	200001-210000

Example Only. Do not utilize

DD 2657 Voucher Examples

⌗ **Type of transactions processed in DDS and listed as specified below on DD 2657**

- **Deposit Ticket: #### Amount confirmed SVC Sales**
- **Debit Voucher: #### Amount SVC Loads**
- **EFT Payment: #### Amount EFT**
- **OTCnet check Deposit Ticket: #### Amount confirmed**
- **NSF Check Debit Voucher: #### Amount NSF debit voucher**

CIR

⌗ **The Collection Information Repository (CIR) is an FMS-wide transaction broker, data warehouse, and reporting solution that provides Trading Partners and the Financial Management Service (FMS) with a single point to exchange all financial transaction information across all collection systems.**

- **Transactions reported by financial institutions and FRB's are available in CIR within 1 or 2 days after reporting by the depositary**
- **Use of CIR as a tool for reconciliation is mandatory for all disbursing offices within the Department of Defense**
- **CIR will report all Debit Vouchers and Deposit Tickets for all OTCNet (NSF checks and transmitted batches) and ECC transactions (Loads and Sales)**

CIR Reports (1 of 9)

https://cir.fiscal.treasury.gov

CIR Reports (2 of 9)

TOOLS FOR PREVENTION AND RECONCILIATION

CIR Reports (3 of 9)

CIR Reports (4 of 9)

Click the forward arrow to go to page 2

Double-click Voucher Report

CIR Reports – Setting Search Period (5 of 9)

Window will default to "Previous Business Day" Click Refresh Values to change, you can then select the timeframe to search.

Use arrow buttons to add and remove.

CIR Reports – Search by ABA For NSF Check (6 of 9)

Prompts ✕

Reply to prompts before running the query.

Select a Starting Deposit Date (M/d/yyyy): (optional) This filter will be ignored because no value has been selected
Select an Ending Deposit Date (M/d/yyyy): (optional) This filter will be ignored because no value has been selected
Enter One or More ABAs: (optional) This filter will be ignored because no value has been selected.
Enter a CAN: (optional) This filter will be ignored because no value has been selected.

Enter One or More ABAs:

041036033

Type Citibank ABA and click the right arrow button to select

Prompts ✕

Reply to prompts before running the query.

Select a Starting Deposit Date (M/d/yyyy): (optional) This filter will be ignored because no value has been selected
Select an Ending Deposit Date (M/d/yyyy): (optional) This filter will be ignored because no value has been selected
✓ Enter One or More ABAs: (optional) **041036033**
Enter a CAN: (optional) This filter will be ignored because no value has been selected.

Enter One or More ABAs:

| > |
| < |

041036033

? Currently-selected values in listbox

Click "Run Query" button

[Run Query] [Cancel]

CIR Reports – Search by ALCs (7 of 9)

- **Select "One or More ALC's..." Only your ALC (DSSN preceded by 0000) will show unless you are at the FMSC level.**
- **Highlight your ALC then click the arrow to move it to the next box.**
- **Follow the same steps as above for "Select an ALC Group..." and ensure "Individual ALCs shows"**
- **Click Run Query**

CIR Reports (8 of 9)

- **Click on the debit voucher or deposit ticket you want to review**

Home | Document List

Web Intelligence - Voucher Report

Help | Pr

Document ▾ | View ▾ | 100% ▾ | ◄ ◄ 1 /1 ► ►|

Find

Find:
Type yo

Options
☐ Match
☐ Match
Direction
○ Up
● Down

Generated: Feb 27, 2013 11:42:27 AM   **Collections Information Repository (CIR)**

Voucher Report

Search Criteria

ABA:		Agency Account ID:	
ALC:	00008831	ALC Group:	Individual ALCs
Amount:		Business Date:	
Business Date Period:	2. Previous Business Day	Subsystem:	
CAN:		Collection System:	
Cash Flow ID:		Deposit Date:	
Credit Ind:		Preliminary Vouchers:	
Voucher Date:		Voucher Number:	

Sort Order

Business Date, ALC, Voucher Type

Report Summary

Total Credit Amount	Total Debit Amount	Total Net Amount	Total Credit Count	Total Debit Count	Total Count Vouc
$83,064.22	$636,997.70	($553,933.48)	10	18	

Vouchers

Voucher Number	Voucher Date	Credit Ind	Voucher Amount	Voucher Type	Voucher ALC	ABA	Deposit Date	Business Date	Subsyste	cial sactions	Agency Account ID
895395	11/30/2012	Y	$8,830.34	215	00008831	011736114	11/30/2012	11/30/2012	SV	0	
896676	11/29/2012	Y	$10,219.86	215	00008831	011736114	11/30/201		agle Cash	0	
896677	11/30/2012	Y	$9,375.15	215	00008831	011736114	11/30/2012	11	SVC:Eagle Cash	0	
897330	11/30/2012	Y	$25,173.11	215	00008831	011736114	11/30/201	/2012	SVC:Eagle Cash	0	
897431	11/30/2012	Y	$29,092.86	215	00008831	011736114	111	11/30/2012	SVC:Eagle Cash	0	
898407	11/24/2012	Y	$16,898.39	215	00008831	0117361	0/2012	11/30/2012	SVC:Eagle Cash	0	
898413	11/30/2012	Y	$2,620.43	215	00008831	0 4	11/30/2012	11/30/2012	SVC:Eagle Cash	0	
898701	11/26/2012	Y	$159,459.13	215	0000883	11736114	11/30/2012	11/30/2012	SVC:Eagle Cash	0	
898704	11/29/2012	Y	$106,629.02	215	00	011736114	11/30/2012	11/30/2012	SVC:Eagle Cash	0	
125762	11/30/2012	N	$33.49	5515	00008831	011736114	11/30/2012	11/30/2012	SVC:Eagle Cash	0	
126891	11/30/2012	N	$8,287.04	5	00008831	011736114	11/30/2012	11/30/2012	SVC:Eagle Cash	0	
127462	11/30/2012	N	$3,4	5515	00008831	011736114	11/30/2012	11/30/2012	SVC:Eagle Cash	0	
128636	11/30/2012	N	8,901.61	5515	00008831	011736114	11/30/2012	11/30/2012	SVC:Eagle Cash	0	
128644	11/30/2012	N	$9,298.13	5515	00008831	011736114	11/30/2012	11/30/2012	SVC:Eagle Cash	0	
128745	11/30/2012	N	$2,291.00	5515	00008831	011736114	11/30/2012	11/30/2012	SVC:Eagle Cash	0	

CIR Reports (9 of 9)

Debit Voucher or Deposit Ticket Number

Date of Deposit

Transaction type: Debit Voucher or Deposit Ticket

FRB Reporting Transaction

Agency Location Code (ALC)

Transaction Amount
Note: "red" denotes a negative amount

PIR

⌗ **The PIR is a Financial Management Service (FMS) modernization effort aimed at improving and increasing the transparency of government payments, as well as streamlining the reporting of accounting classification information from Non-Treasury Disbursing Offices (NTDOs).**

▪ **Transactions reported by financial institutions and FRB's are available in PIR within 1 or 2 days after reporting by the depositary**

▪ **Use of PIR as a tool for reconciliation is mandatory for all disbursing offices within the Department of Defense**

▪ **PIR will report all Debit Vouchers and Deposit Tickets for all EFT transaction (EFT payments, rejects and returns)**

PIR Reports (1 of 4)

Reports   Business Intelligence   JA Myrda   Contacts

Run Report   Schedule Report

Gen ed **Reports**   Generated

Click on "Run Report"

ort Type   Generated Date   Format   Action

Reports   Business Intelligence   JA Myr

Run Report   Schedule Report

Check Payment Detail
Check Payment Summary
EFT Payment Detail
EFT Payment Voucher

Generated Date   Format

PAYMENT

Click on "EFT Payment Voucher"

PIR Reports (2 of 4)

PIR Reports (3 of 4)

EFT Payment Voucher Report

, Voucher Date From: 01/28/2013, Voucher Date To: 02/11/2013

Total Credit Amount: $31,796.84	Total Credit Count :	2
Total Debit Amount: $3,700,863.02	Total Debit Count :	29
Total Amount: ($3,669,066.18)	Total Count of Vouchers :	31

ALC	Voucher Number	Voucher Date	Voucher Amount	RTN	Program	TGA Posted Date	Business Date	DR/CR	Source System	Reason	Original Voucher
00008830	023433	01/29/2013	$10,804.96	021736052	ITS.gov	01/29/2013	01/29/2013	DEBIT	FRB CASHLINK		023433
00008830	023434	01/29/2013	$85,889.90	021736052	ITS.gov	01/29/2013	01/29/2013	DEBIT	FRB CASHLINK		023434
00008830	023435	01/29/2013	$313,606.09	021736052	ITS.gov	01/29/2013	01/29/2013	DEBIT	FRB CASHLINK		023435
00008830	025014	01/29/2013	$1,500,000.00	021736052	ITS.gov	01/29/2013	01/29/2013	DEBIT	FRB CASHLINK		025014
00008830	301254	01/29/2013	$28,520.00	061036903	FRB FedACH	01/29/2013	01/29/2013	CREDIT	FRB CASHLINK		301254
00008830	023438	01/30/2013	$9,000.00	021736052	ITS.gov	01/30/2013	01/30/2013	DEBIT	FRB CASHLINK		
00008830	023436	01/30/2013	$23,752.37	021736052	ITS.gov	01/30/2013	01/30/2013	DEBIT	FRB CASHLINK		023436
00008830	023437	01/30/2013	$37,409.25	021736052	ITS.gov	01/30/2013	01/30/2013	DEBIT	FRB CASHLINK		023437
00008830	023440	01/31/2013	$17,330.15	021736052	ITS.gov	01/31/2013	01/31/2013	DEBIT	FRB CASHLINK		023440
00008830	023441	01/31/2013	$21,800.00	021736052	ITS.gov	01/31/2013	01/31/2013	DEBIT	FRB CASHLINK		023441
00008830	023439	01/31/2013	$70,212.89	021736052	ITS.gov	01/31/2013	01/31/2013	DEBIT	FRB CASHLINK		023439
00008830	023442	02/01/2013	$16,600.00	021736052	ITS.gov	02/01/2013	02/01/2013	DEBIT	FRB CASHLINK		023442
00008830	023445	02/04/2013	$4,006.42	021736052	ITS.gov	02/04/2013	02/04/2013	DEBIT	FRB CASHLINK		023445
00008830	023444	02/04/2013	$8,519.18	021736052	ITS.gov	02/04/2013	02/04/2013	DEBIT	FRB CASHLINK		023444
00008830	023443	02/04/2013	$84,275.83	021736052	ITS.gov	02/04/2013	02/04/2013	DEBIT	FRB CASHLINK		
00008830	023446	02/04/2013	$531,271.69	021736052	ITS.gov	02/04/2013	02/04/2013	DEBIT	FRB CASHLINK		023446

"Credit" represents EFT reject/return

"Debit" represents EFT payment

PIR Reports (4 of 4)

EFT Payment Detail Report
Report Created On: 03/04/2013 2:19 PM

No Data found for the specified report criteria.

Parameters that were passed in

Format   = DHTML
Sort By   = PMT_ID
PIR User ID   = 324
User is ALC Based   = Y
Voucher Number   = 301254
Voucher Date   = 20130129
ALC   = 00008830
Voucher Amt   = 28520.00
Debit/Credit(CR_DBT_IND_CD) = CREDIT

EFT Payment Detail Report
Report Created On: 03/04/2013 2:20 PM

No Data found for the specified report criteria.

Parameters that were passed in

Format   = DHTML
Sort By   = PMT_ID
PIR User ID   = 324
User is ALC Based   = Y
Voucher Number   = 023446
Voucher Date   = 20130204
ALC   = 00008830
Voucher Amt   = 531271.69
Debit/Credit(CR_DBT_IND_CD) = DEBIT

"Credit" represents EFT reject/return

"Debit" represents EFT payment

TOOLS FOR PREVENTION AND RECONCILIATION

DDS Research – Deposit Ticket Query SF 215 (2 of 4)

Deposit Ticket

Site Id	Deposit Ticket Number	Deposit Date	Account	Curr Cd	Amt	Create Date	Create User Id	Confirm Date	Confirm User Id	Vault Code	Loss/Gain Amount	Rpt Acc Ind	Rpt to DELMARS	Back Out Ind	Rpt SF1149 Ind	LDA Site Id	1081 Site Id
13001	2	11/24/2009	US	US	1,250.00	11/30/2009	D13	11/24/2009	D13		.00	N	N	N	N		13001

Deposit Ticket Details

Type	NI Number	NI Type	NI Date	Amount	Exchange Rate	US Equivalent	Name	SSN	TRN	ACH Block Number
NI	67676767	SV	11/24/2009	200.00	1	200.00	SMITH, JASON	458967598		
NI	564543	SV	11/24/2009	150.00	1	150.00	LAWERANCE, MICKEY	697451231		
NI	907865	SV	11/24/2009	75.00	1	75.00	MATTHEWS, SALLY	564963219		
NI	56432	SV	11/24/2009	100.00	1	100.00	PETERSON, PETER	569851497		
NI	78990	SV	11/24/2009	200.00	1	200.00	PERKINS, TAMMY	457364125		
NI	323343	SV	11/24/2009	300.00	1	300.00	VIRGINA, VAL	698461236		
NI	78676	SV	11/24/2009	150.00	1	150.00	PARKER, TOM	145984532		

- **OTCnet Deposits** will show the individual checks deposited
- **SVC Sale deposits** will show the individual sales
- **EFT Rejects** will show the rejects processed under a particular deposit ticket number

DDS Research – Debit Voucher Query SF 5515 (3 of 4)

DDS Research – Debit Voucher Query SF 5515 (4 of 4)

Debit Voucher

Site Id	Debit Voucher	Debit Type	Curr Code	Date	Amount	US Equivalent	Create Date	Create User Cd	Certify Date	Certify User Cd	Acct User Cd	Rep Id	BO Id	Rep DHLMARS	1081 Site Id	1081 Seq Nbr
13001	6756	SVC LOADS	US	11/24/2009	1250.00	1250.00	11/24/2009	D13	11/24/2009	D13			N	N		

NI Details

Curr Code	NI Number	NI Type	NI Date	Amount	Exchange Rate	US Equivalent	Name	SSN	IRN	Batch
US	1111101100000403282	SV	11/30/2009	200.00	1	200.00	REYES ISRAEL	450899887		190000
US	1111101100000403282	SV	11/30/2009	150.00	1	150.00	REYES ISRAEL	450899887		190000BEDE34F83B844050B63A5EA97989140F	ADMIN1
US	1111101100000403282	SV	11/30/2009	75.00	1	75.00	REYES ISRAEL	450899887		190000BEDE34F83B844050B63A5EA97989140F	ADMIN1

- **OTCnet Debits-** will show the individual NSF checks processed
- **SVC Load Debits-** will show the individual loads
- **EFT Payments-** will show the rejects processed under a particular deposit ticket number

AUT CORRECTION AND RECONCILIATION

AUT CORRECTION AND RECONCILIATION

Receive AUT Report from DFAS-IN

The AUT Report will be received in Excel spreadsheet format, once a month from DFAS-IN for the previous accounting month's transactions

	A	B	C	D	E	F	G	H	I	J
1	rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
2	T	76	8830	2400	00000069	041036033	20121126	1112	50	
3	T	76	8830	2400	00000075	041036033	20121129	1112	100	
4	S	76	8830	4202	00000096		20121222	0113	50	
5	S	76	8830	4202	00000097		20121218	0113	1150	
6	S	76	8830	4202	00000106		20121229	0113	300	
7	S	76	8830	4202	00000128		20130116	0113	10480.6	
8	T	76	8830	2400	00000130	041036033	20130117	0113	100	
9	T	76	8830	2400	00000134	041036033	20130118	0113	2205	
10	T	76	8830	2400	00000135	041036033	20130122	0113	4850	
11	T	76	8830	2400	00000136	041036033	20130123	0113	50	
12	T	76	8830	2400	00000137	041036033	20130123	0113	9452.11	
13	T	76	8830	2400	00000138	041036033	20130123	0113	8930	
14	T	76	8830	2400	00000139	041036033	20130124	0113	100	
15	T	76	8830	2400	00000140	041036033	20130124	0113	50	
16	T	76	8830	2400	00000141	041036033	20130124	0113	100	
17	T	76	8830	2400	00000142	041036033	20130125	0113	75000	
18	T	76	8830	2400	00000143	041036033	20130125	0113	130	
19	T	76	8830	2400	00000144	041036033	20130128	0113	100	

NOTE: All "blank" fields AND COLUMNS have been removed for better view of viable items

AUT CORRECTION AND RECONCILIATION

Correction Basics

⌗ **Incorrect "S" Lines must be corrected by the processing DSSN or may request assistance from DFAS-Rome. All corrections must appear on the current accounting month's DELMARS report (DDO).**

⌗ **The DSSN can correct over or understated "T" Lines by processing an adjustment in ECC or ITS.gov (based on individual circumstances).**

⌗ **The DSSN can correct missing "T" Lines by processing or uploading the missing transaction in OTCnet, ECC or ITS.gov.**

⌗ **Improperly or unreported "T" Lines can be corrected by the processing agency (FRB) if the mistake was done by them.**

Corrections processed by the DSSN or Treasury will not be cleared from the AUT until the next accounting

AUT CORRECTION AND RECONCILIATION

Stand-alone OTCnet S-Line/Unreported OTCnet T-Line

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4202	562001		20121215	1212	100	

⊞ Gather the pertinent information:

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive? Is the transcode 4202 or 4203?

  - **The amount is Positive and transcode is 4202– it is a Deposit Ticket (SF 215)**

- What Site initiated the S-Line within the DSSN and what type of Deposit is it? Was it a DA or the DDO?

  - **Determine the location by researching DDS. Query "Deposits" to determine which Disbursing Agent or if the DDO executed the Deposit. The DA's only process Deposits for ECC Sales and OTCnet batches or manual check deposits; DDO's process Deposits for EFT returns/rejects/recalls, and miscellaneous manual transactions**

Stand-alone OTCnet S-Line/Unreported OTCnet T-Line

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4202	562001		20121215	1212	100	

⌗ Possible causes and solutions:

Obtain DOCNO from the T-Line and pull Deposit Ticket from OTCnet (CIRA) → Do the Batch Lists on the CIRA SF 215 match the ones deposited by the DA in DDS? → Process Correction in DDS only → **DDS process only:**
- Process Debit Voucher citing the erroneous data from S-Line Deposit
- Process a Deposit Ticket citing the correct T-Line Deposit data

→ Check next month's AUT for correction

1 — **YES**

NO → Do not merge → Try option "2" → **YES**

START

Is there a close match "T Line" within the AUT

- An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
- Transactions that require input in ECC and OTCnet must be executed by the DA.
- Accounting cut-off must be taken into consideration prior to executing these solutions.

2 — **NO**

Was the OTCnet Batch transmitted by the DA? → **YES** → Was the transaction "Forced Matched" by DFAS with another transaction? → **YES** → Contact DFAS for guidance and assistance

→ **NO** → Contact CITIBANK for guidance and assistance

NO → Direct DA to transmit batch and await CIRA deposit ticket for correction → Check next month's AUT for correction

AUT CORRECTION AND RECONCILIATION

Stand-alone ECC Loads S-Line/Unreported ECC Loads

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4203	635241		20121223	1212	-550	

⌘ **Gather the pertinent information:**

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive? Is the transcode 4202 or 4203?

  - **The amount is Negative and transcode is 4203– it is a Debit Voucher (SF 5515)**

- What Site initiated the S-Line within the DSSN and what type of Deposit is it? Was it a DA or the DDO? Note: DA's do not have to process SF5515 for ECC loads

  - **Utilize the ECC Voucher series list for quick reference or...**

  - **Determine the location by researching DDS. Query "Debits" to determine which Disbursing Agent or if the DDO executed the Debit. DA's only process Debits for ECC Loads and DDO's process Debits for EFT payments and NSF Checks.**

  - **For this slide, it is a ECC Debit processed by a DA.**

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Stand-alone ECC Loads S-Line/Unreported ECC Loads

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4203	635241		20121223	1212	-550	

⊞ Possible causes and solutions:

Obtain DOCNO from the T-Line and pull Debit Voucher from CIR

Did the DA utilize the correct voucher information in DDS? -*Check excel Debit Voucher (SF 5515)-*

NO

Do the amounts match?

YES → Process Correction in DDS only

NO

DDS process only:
- Process a Debit Voucher citing the correct T-Line Debit data
- Process a Deposit Ticket citing the erroneous data from S-Line Debit.

Check next month's AUT for correction

1

YES

YES → Do not merge → Try option "2"

START

Is there a close match "T Line" within the AUT

2

NO

Was the TR File submitted by the DA to FRB-B?

YES → Was the transaction "Forced Matched" by DFAS with another transaction? → **NO** → Contact FRB-Boston for guidance and assistance

YES → Contact DFAS for guidance and assistance

NO → Direct DA to submit TR File to FRB-B and await Debit Voucher from CIR → Check next month's AUT for correction

- An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
- Transactions that require input in ECC and OTCnet must be executed by the DA.
- Accounting cut-off must be taken into great consideration executing these solutions.

AUT CORRECTION AND RECONCILIATION

Stand-alone ECC Sales S-Line/Unreported ECC Sales

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4202	852631		20121227	1212	350	

Gather the pertinent information:

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive? Is the transcode 4202 or 4203?

  - **The amount is Negative and transcode is 4202– it is a Deposit Ticket (SF 215)**

- What Site initiated the S-Line within the DSSN and what type of Deposit is it? Was it a DA or the DDO? Note: DA's do not have to process SF215 for ECC sales **Utilize the ECC Voucher series list for quick reference or...**

  - **Determine the location by researching DDS. Query "Deposit" to determine which Disbursing Agent or if the DDO executed the Deposit. DA's only process Deposits for ECC Sales OTCnet batches; DDO's process Deposits for EFT returns/rejects/recalls, and miscellaneous manual transactions.**

  - **For this slide, it is a ECC Deposit processed by a DA.**

AUT CORRECTION AND RECONCILIATION

Stand-alone ECC Sales S-Line/Unreported ECC Sales

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4202	852631		20121227	1212	350	

⌗ Possible causes and solutions:

DDS process only:

Obtain DOCNO from the T-Line and pull Deposit Ticket from CIR

Did the DA utilize the correct voucher information in DDS? *-Check excel Deposit Ticket (SF 215)*

NO → Do the amounts match?

YES → Process Correction in DDS only

NO

- Process a Debit Voucher citing the erroneous data from S-Line Debit.
- Process a Deposit Ticket citing correct T-Line Deposit data

Check next month's AUT for correction

YES → Do not merge → Try option "2"

(1) **YES**

START

Is there a close match "T Line" within the AUT

- An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
- Transactions that require input in ECC and OTCnet must be executed by the DA.
- Accounting cut-off must be taken into great consideration prior to executing these solutions.

(2) **NO**

Was the TR File submitted by the DA to FRB-B?

YES → Was the transaction "Forced Matched" by DFAS with another transaction?

YES → Contact DFAS for guidance and assistance

NO → Contact FRB-Boston for guidance and assistance

NO → Direct DA to submit TR File to FRB-B and await Deposit Ticket from CIR → Check next month's AUT for correction

AUT CORRECTION AND RECONCILIATION

Stand-alone NSF Check S-Line/Unreported NSF Check

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4203	753365		20121208	1212	-1000	

⊞ **Gather the pertinent information:**

▪ Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive? Is the transcode 4202 or 4203?

   ▪ **The amount is Negative and transcode is 4203– it is a Debit Voucher (SF 5515)**

▪ What Site initiated the S-Line within the DSSN and what type of Deposit is it? Was it a DA or the DDO?

   ▪ **Determine the location by researching DDS. Query "Debits" to determine which Disbursing Agent or if the DDO executed the Debit. DA's only process Debits for ECC Loads and DDO's process Debits for EFT payments and NSF Checks.**

   ▪ **For this slide, it is a OTCnet Debit (NSF Check) processed by the DDO.**

AUT CORRECTION AND RECONCILIATION

Stand-alone NSF Check S-Line/Unreported NSF Check

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4203	753365		20121208	1212	-1000	

⌗ Possible causes and solutions:

Obtain DOCNO from the T-Line and pull Debit Voucher from CIRA

Did the DDO utilize the correct voucher information in DDS? *-Check CIRA Debit Voucher (SF 5515)*

NO → Do the amounts match? → **YES** → Process Correction in DDS only

DDS process only:
- Process Debit Voucher citing the correct T-Line Deposit data
- Process Deposit Ticket citing erroneous data from S-Line Debit.

Check next month's AUT for correction

NO

YES → Do not merge → Try option "2"

(1) YES

START

Is there a close match "T Line" within the AUT (green box)

- An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
- Transactions that require input in ECC and OTCnet must be executed by the DA.
- Account~~ing~~ ~~...~~ ~~executing~~ ~~...~~

(2) NO

Was the Debit processed erroneously?

Was the transaction "Forced Matched" by DFAS with another transaction?

YES → Contact DFAS for guidance and assistance

NO → **NO** → Contact FRB-Cleveland for guidance and assistance

YES → Redeem the NSF as cash in DDS and process a Deposit for the cash utilizing the data on the erroneous S-Line → Check next month's AUT for correction

AUT CORRECTION AND RECONCILIATION

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4203	001452		20121209	1212	-901000	

⌗ Gather the pertinent information:

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive? Is the transcode 4202 or 4203?

  - **The amount is Negative and transcode is 4203– it is a Debit Voucher (SF 5515)**

- What Site initiated the S-Line within the DSSN and what type of Deposit is it? Was it a DA or the DDO?

  - **Determine the location by researching DDS. Query "Debits" to determine which Disbursing Agent or if the DDO executed the Debit. DA's only process Debits for ECC Loads and DDO's process Debits for EFT payments and NSF Checks.**

  - **For this slide, it is a EFT Debit (payment) processed by the DDO.**

Stand-alone EFT S-Line/Unreported EFT T-Line (2 of

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4203	753365		20121208	1212	-901000	

Possible causes and solutions:

Obtain DOCNO from the T-Line and pull Debit Voucher from CIR

Did the DDO utilize the correct voucher information in DDS? – *Check local DDO EFT SF 5515 Log-*

1 YES

START

Is there a close match "T Line" within the AUT

2 NO

NO

Do the amounts match?

YES

NO

YES

Do not merge

Try option "2"

Process Correction in DDS only

only:
- Process Debit Voucher citing the correct T-Line Deposit data
- Process Deposit Ticket citing the erroneous data from S-Line Debit.

Check next month's AUT for correction

- An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
- Transactions that require input in ECC and OTCnet must be executed by the DA.

Was the transaction "Forced Matched" by DFAS with another transaction?

YES

Contact DFAS for guidance and assistance

Was the DDS EFT file uploaded to ITS.gov?

YES

NO

Was this erroneous/duplicate input in DDS?

NO

YES

DDS Process only: treat as a return/reject.
- Process Collection for NI
- Process Deposit for NI citing the erroneous S-Line Debit data

The DDO must upload the file to either "Agency Files" for International Payments or "FedACH" files for Domestic payments (utilize correct Debit Voucher number)
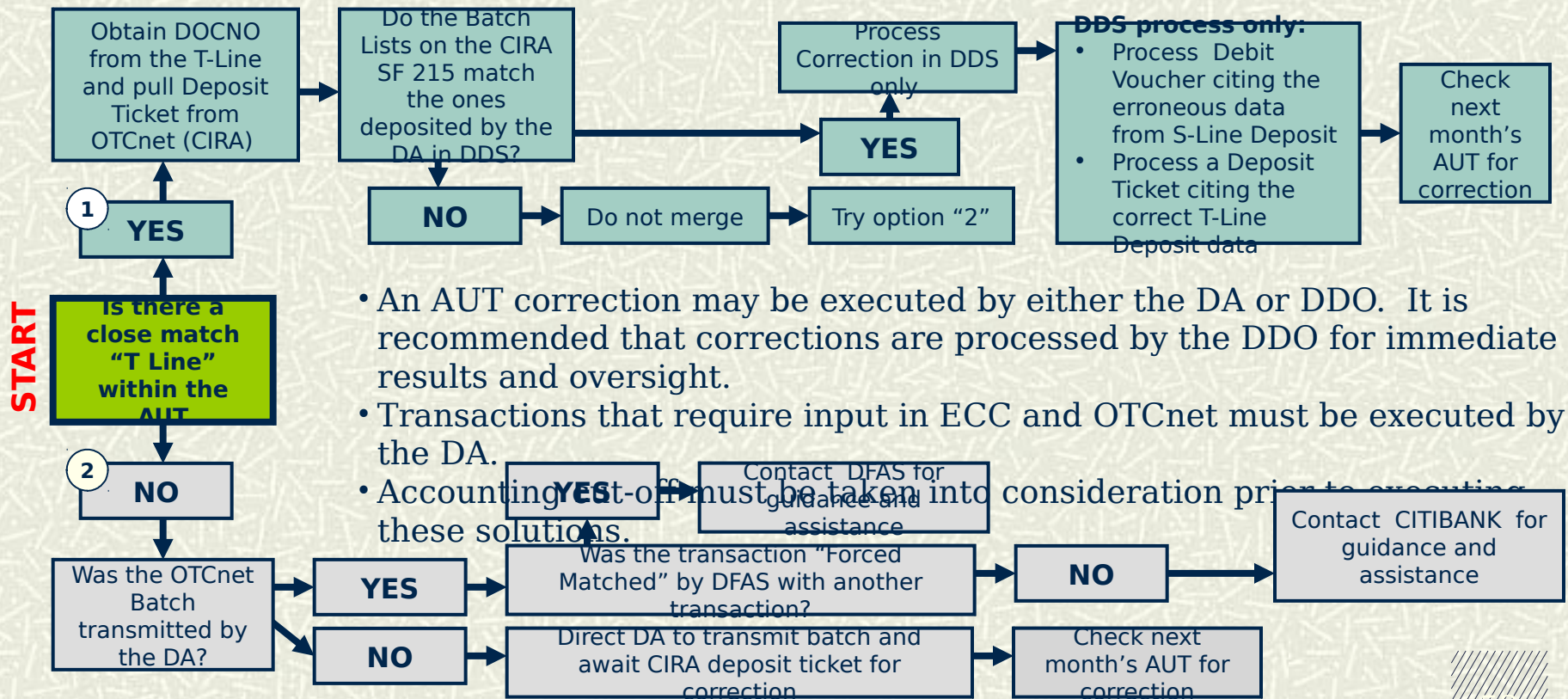
Check next month's AUT for correction

AUT CORRECTION AND RECONCILIATION

Stand-alone EFT Reject S-Line/Unreported EFT Reject

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4202	523014		20121225	1212	155000	

⊞ Gather the pertinent information:

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive? Is the transcode 4202 or 4203?

  - **The amount is Positive and transcode is 4202– it is a Deposit Ticket (SF 215)**

- What Site initiated the S-Line within the DSSN and what type of Deposit is it? Was it a DA or the DDO?

  - **Determine the location by researching DDS. Query "Deposits" to determine which Disbursing Agent or if the DDO executed the Deposit. DA's only process Deposits for ECC sales and and OTCnet batches; DDO's process Deposits for EFT returns/rejects/recalls, and miscellaneous manual transactions**
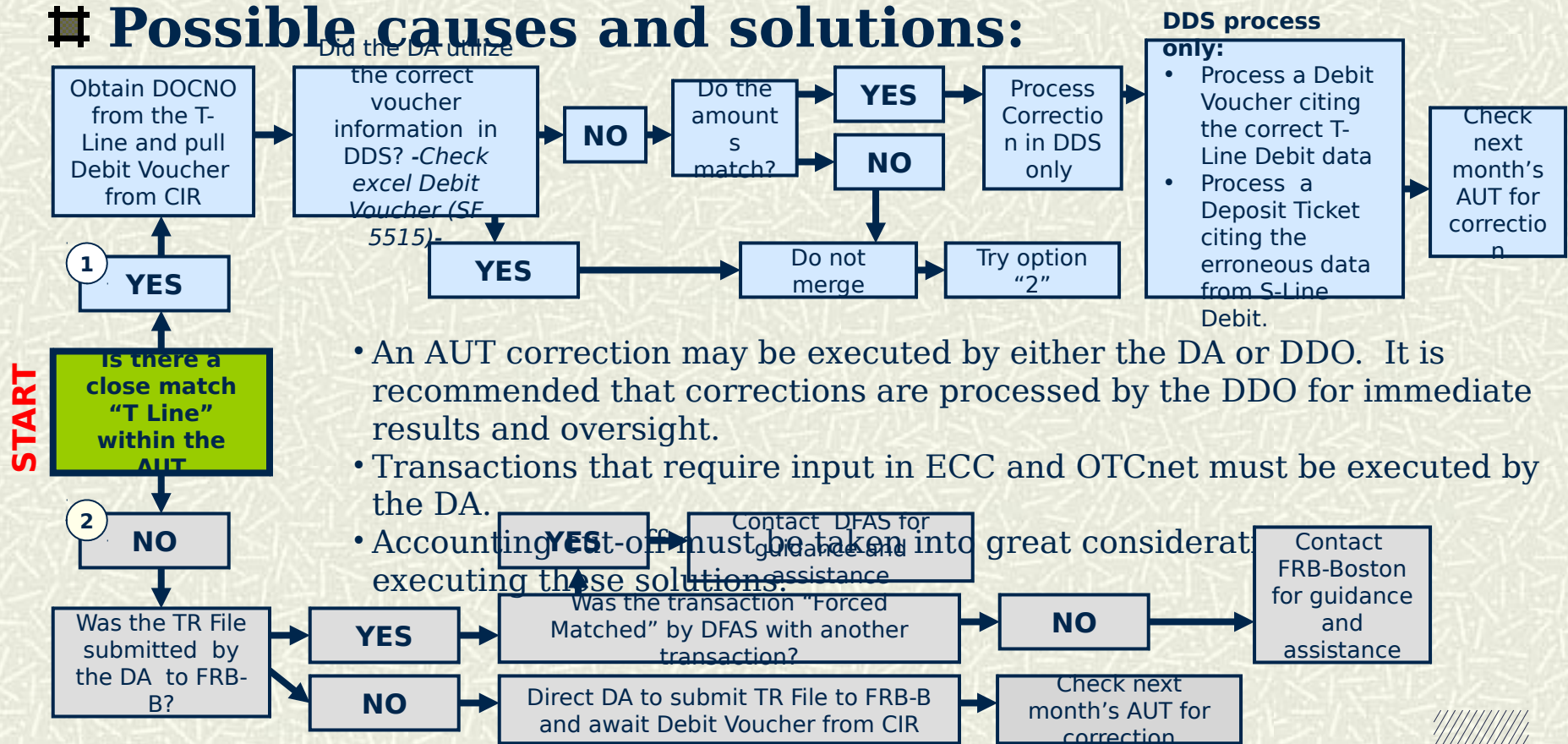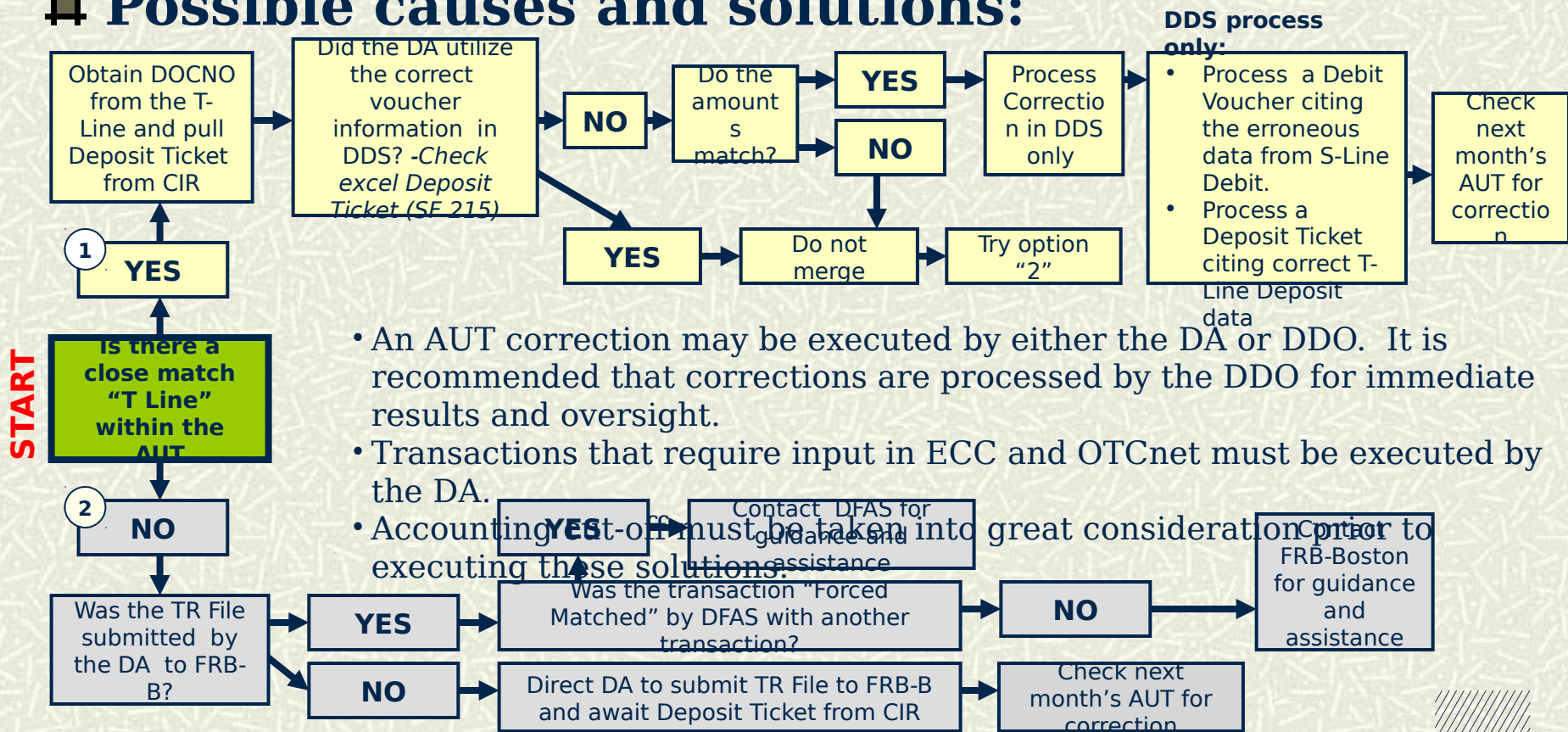
AUT CORRECTION AND RECONCILIATION

Stand-alone EFT Reject S-Line/Unreported EFT Reject

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
S	76	8850	4202	523014		20121225	1212	155000	

⌗ **Possible causes and solutions:**

```
Obtain DOCNO
from the T-
Line and pull
Debit Voucher
from CIR
```
→
```
Did the DDO
utilize the correct
voucher
information  in
DDS? – Check CIR
Deposit Ticket
data
```
→ **NO** →
```
Do the
amounts
match?
```
→ **YES** →
```
Process
Correction
in DDS
only
```
→
only:
- Process Debit Voucher citing the correct T-Line Deposit data
- Process Deposit Ticket citing the erroneous data from S-Line Debit.
→
```
Check
next
month's
AUT for
correction
```

NO

```
Do not
merge
```
→
```
Try option
"2"
```

YES

1

YES

START

```
Is there a
close match
"T Line"
within the
AUT
```

2

NO

• An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
• Transactions that require input in ECC and OTCnet must be executed by the DA.

```
Was the DDS
EFT file
uploaded to
ITS.gov?
```
→ **YES** →
```
Was the transaction
"Forced Matched" by DFAS
with another transaction?
```
→ **YES** →
```
Contact  DFAS for
guidance and assistance
```

NO →
```
Was this
erroneous/duplica
te  input
in DDS?
```
→ **NO** →
```
The DDO must upload
the file to either "Agency
Files" for International
Payments or  "FedACH"
files for  Domestic
payments (utilize correct
Debit Voucher number)
```

YES →
```
DDS Process only: treat as a
return/reject.
• Process Collection for NI
• Process Deposit for NI citing
  the erroneous S-Line Debit
  data
```
→
```
Check next
month's AUT
for correction
```

UNREPORTED S-LINES

Stand-alone OTCnet T-Line/Unreported OTCnet S-Line

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	752014	041036033	20121215	1212	1700	

▓ Gather the pertinent information:

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive?

  - **The amount is Positive – it is a Deposit Ticket (SF 215)**

- Which Agency (Federal Reserve Bank) issued the Deposit? FRB-NY, FRB-BOS, CITIBANK or FRB-ATL?

  - **The ABANUM indicates it was CITIBANK (ABA 041036033)**

- What type of transaction usually prompts CITIBANK to issue a Deposit Ticket (SF 215) for your DSSN?

  - **OTCnet Batches (checks) acknowledged by CITIBANK that were transmitted by one of the locations (ALC's) within your footprint.**

Stand-alone OTCnet T-Line/Unreported OTCnet S-Line

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	752014	041036033	20121215	1212	1700	

Possible causes and solutions:

Obtain DOCNO from the S-Line and pull Deposit Ticket from OTCnet (CIRA)

Do the Batch Lists on the CIRA SF 215 match the ones deposited in DDS?

YES

Process Correction in DDS only

DDS process only:
- Process Debit Voucher citing the erroneous data from S-Line Deposit
- Process a Deposit Ticket citing the correct T-Line Deposit data

Check next month's AUT for correction

NO → Do not merge → Try option "2"

1

YES

- An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
- Transactions that require input in ECC and OTCnet must be executed by the DA.
- Accounting cut-off must be taken into consideration prior to executing these solutions.

START

Is there a close match "S Line" within the AUT

2

NO

Did the DA business day miss accounting cutoff?

Were the checks processed in DDS?

YES → Did the DA or DDO Deposit the Checks in DDS?

YES

Was the transaction "Forced Matched" by DFAS?

YES

NO → DA or DDO must process Deposit in DDS for checks

NO

Contact DFAS for guidance and assistance

NO → Have cashier Process checks → Cashier in balance?

NO

YES → Process business

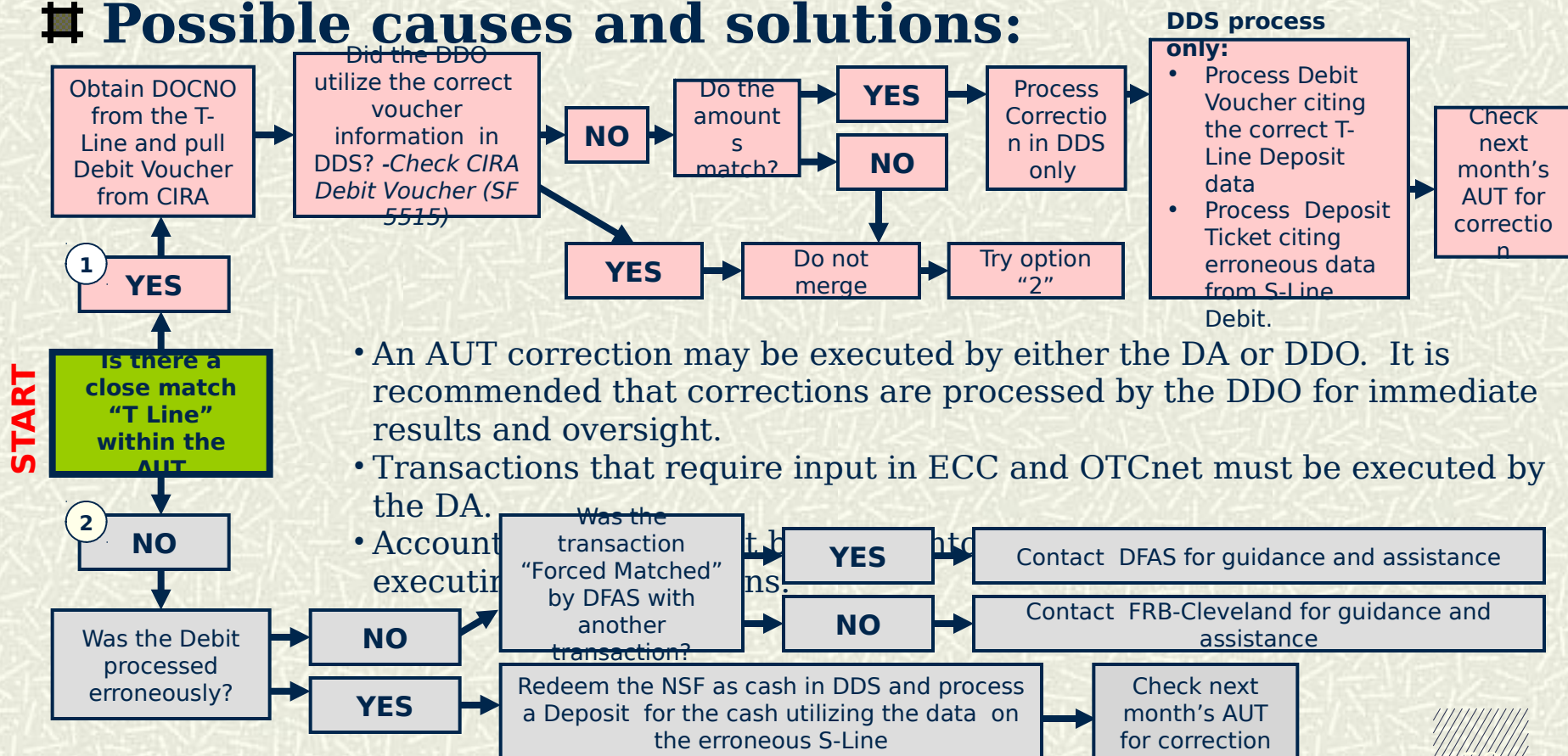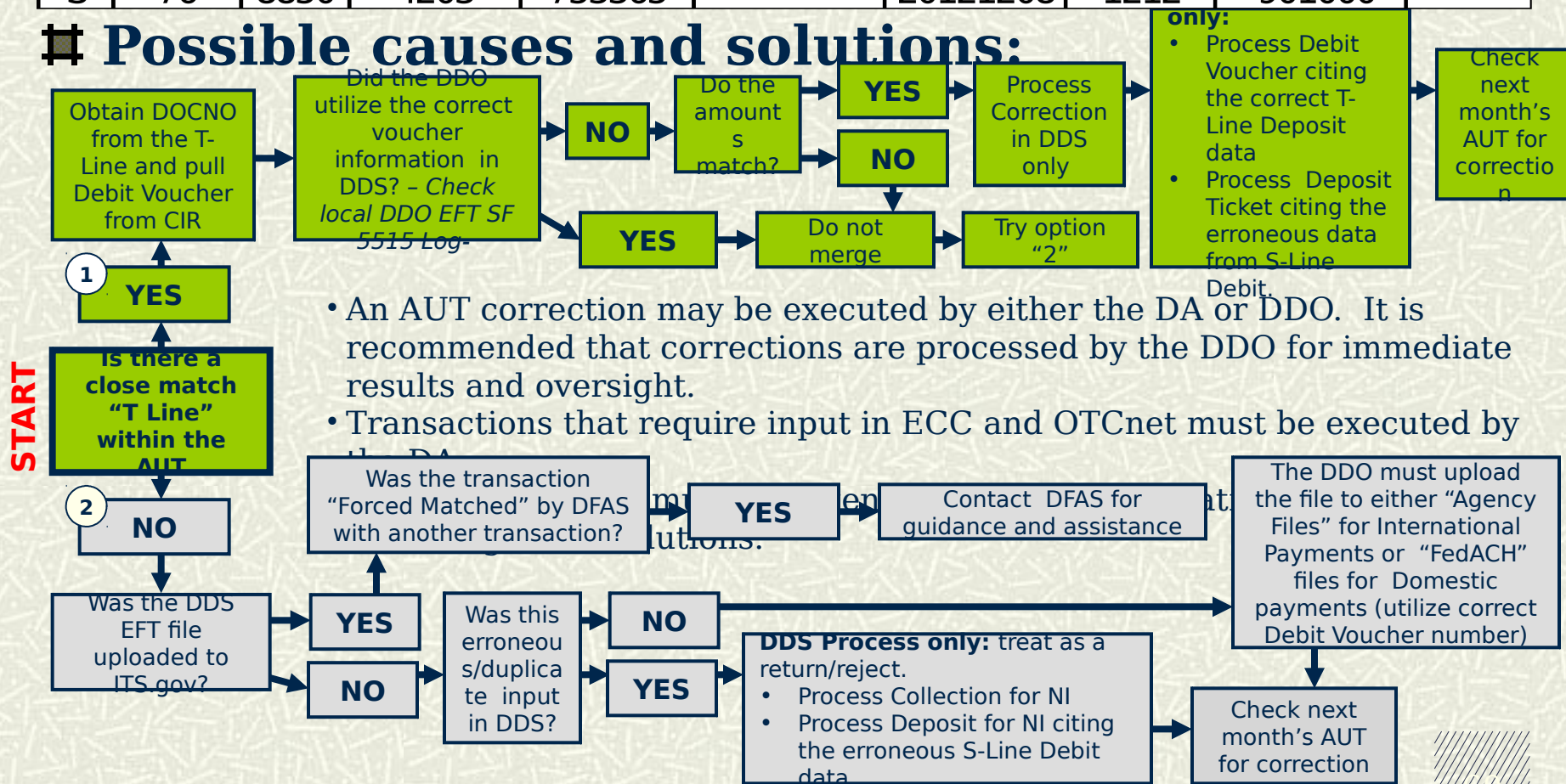Check next month's AUT for correction

AUT CORRECTION AND RECONCILIATION

Stand-alone ECC Load T-Line/Unreported ECC Load S-

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	456285	061000146	20121223	1212	-1150	

⊞ Gather the pertinent information:

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)?   Is the transaction a Negative or Positive?
  - **The amount is Negative– it is a Debit Voucher (SF 5515)**
- Which Agency (Federal Reserve Bank) issued the Deposit? FRB-NY, FRB-BOS, CITIBANK or FRB-ATL?
  - **The ABANUM indicates it was FRB-ATL (ABA 061000146)**
- What type of transaction usually prompts FRB-ATL to issue a Debit Voucher (SF 5515) for your DSSN?
  - **ECC TR Files containing "Loads" acknowledged by the FRB that were transmitted by one of the locations (ALC's) within your footprint or Domestic EFT Payment requests submitted by the DDO.**
- What tool do you have in place to know which Site the DOCNUM belongs to?
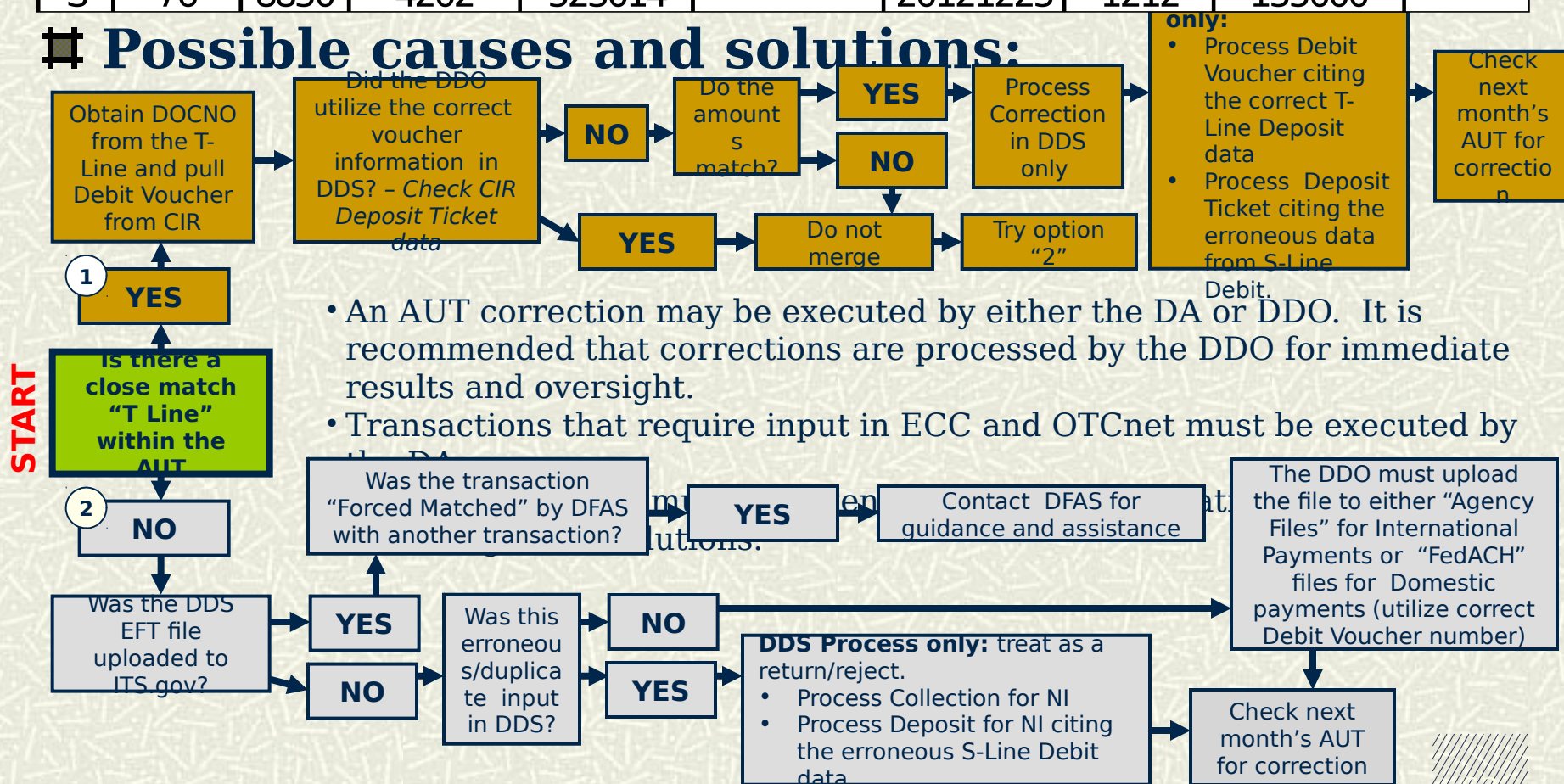 - **ECC Voucher Series Logs for all ALC's in your footprint and DDS.**

AUT CORRECTION AND RECONCILIATION

Stand-alone ECC Load T-Line/Unreported ECC Load S-

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	456285	061000146	20121223	1212	-1150	

⊞ Possible causes and solutions:

START

1. **Is there a close match "S Line" within the AUT**

YES → Obtain DOCNO from the S-Line and pull Debit Voucher from CIR → Do the Load Transaction Detail reports utilized to process Debit correspond to this transaction?
- **YES** → Process Correction in DDS only
- **NO** → Do not merge → Try option "2"

DDS process only:
- Process Deposit Ticket citing the erroneous data from S-Line Debit
- Process a Debit Voucher citing the correct T-Line Deposit data
→ Check next month's AUT for correction

2. **NO** → Did the DA/DDO business day miss accounting cutoff?
- **NO** → Were the ECC Loads processed in DDS?
  - **YES** → Did the DA or DDO Deposit the Checks in DDS?
    - **YES** → Was the transaction "Forced Matched" by DFAS? → **YES** / **NO** → Contact DFAS for guidance and assistance
    - **NO** → DA or DDO must process Deposit in DDS for checks
  - **NO** → Process checks, process Deposit and return to DDO
- **YES** → Process business → Check next month's AUT for correction

- An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
- Transactions that require input in ECC and OTCnet must be executed by the DA.
- Accounting cut-off m...

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Stand-alone ECC Sales T-Line/Unreported ECC Sales

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	658214	011000015	20121227	1212	975	

⌗ Gather the pertinent information:

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive?
  - **The amount is Positive – it is a Deposit Ticket (SF 215)**
- Which Agency (Federal Reserve Bank) issued the Deposit? FRB-NY, FRB-BOS, CITIBANK or FRB-ATL?
  - **The ABANUM indicates it was FRB-Boston (ABA 011000015)**
- What type of transaction usually prompts FRB-Boston to issue a Deposit Ticket (SF 215) for your DSSN?
  - **ECC TR Files containing "Sales" acknowledged by the FRB that were transmitted by one of the locations (ALC's) within your footprint.**
- What tool do you have in place to know which Site the DOCNUM belongs to?
  - **ECC Voucher Series Logs for all ALC's in your footprint and DDS.**
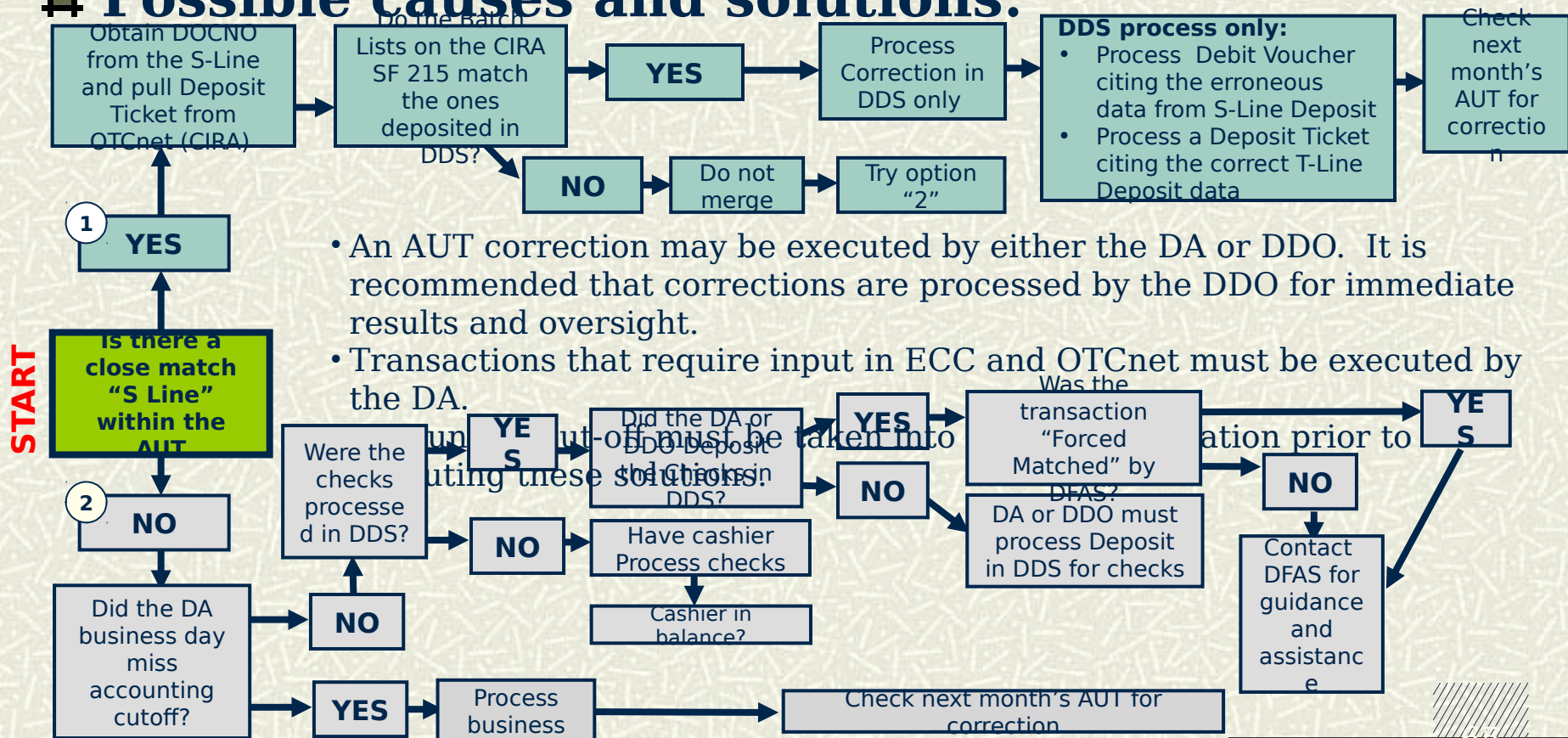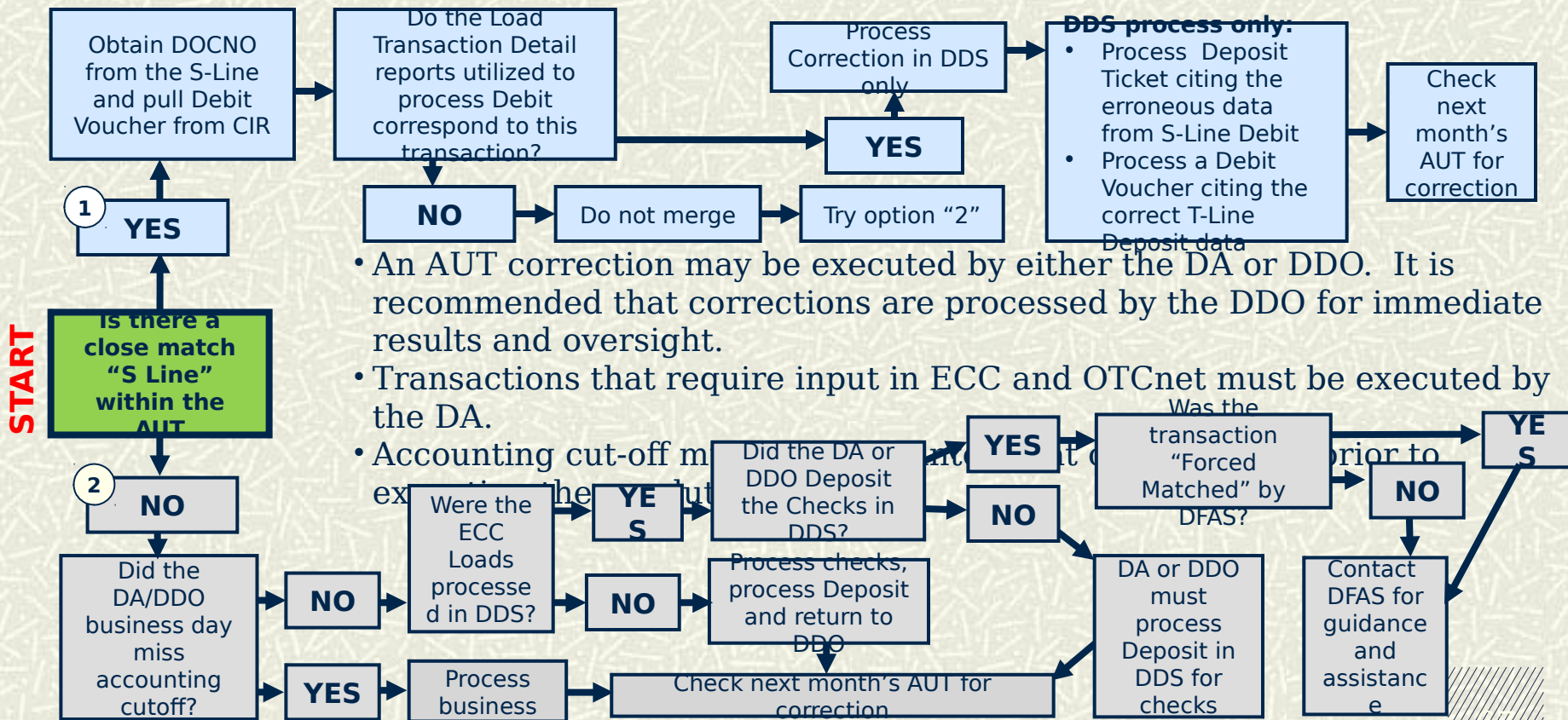
AUT CORRECTION AND RECONCILIATION

Stand-alone ECC Sales T-Line/Unreported ECC Sales

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	658214	011000015	20121227	1212	975	

⚏ Possible causes and solutions:

Obtain DOCNO from the T-Line and pull Deposit Ticket from CIR

Did the DA utilize the correct voucher information in DDS? *-Check excel Deposit Ticket (SF 215)*

NO

Do the amounts match?

YES → Process Correction in DDS only

NO

DDS process only:
- Process a Debit Voucher citing the erroneous data from S-Line Deposit.
- Process a Deposit Ticket citing correct T-Line Deposit data

Check next month's AUT for correction

1 YES

YES → Do not merge → Try option "2"

START

Is there a close match "S Line" within the AUT

- An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
- Transactions that require input in ECC and OTCnet must be executed by the DA.
- Accou... ...en into ...sideration prior to executing these solutions.

2 NO

Was the TR File submitted by the DA to FRB?

YES → Was the transaction "Forced Matched" by DFAS? → **NO** → Did the DA business day miss accounting cutoff? → **YES**

YES → Contact DFAS for guidance and assistance

Did the DA business day miss accounting cutoff?

NO → DA or DDO (when applicable) must process Debit in DDS for ECC Loads → Check next month's AUT for correction

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Stand-alone NSF T-Line/Unreported NSF S-Line (1 of

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	752014	041036033	20121215	1212	-1700	

Gather the pertinent information:

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive?

  - **The amount is Negative – it is a Debit Voucher (SF 5515)**

- Which Agency (Federal Reserve Bank) issued the Deposit? FRB-NY, FRB-BOS, CITIBANK or FRB-ATL?

  - **The ABANUM indicates it was CITIBANK (ABA 041036033)**

- What type of transaction usually prompts CITIBANK to issue a Debit Voucher (SF 5515) for your DSSN?

  - **A check submitted on a OTCnet batch that CITIBANK was unavailable to collect causing a Non Sufficient Fund (NSF) check.**

Stand-alone NSF T-Line/Unreported NSF S-Line (2 of

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	752014	041036033	20121215	1212	-1700	

Possible causes and solutions:

DDS process only:

Obtain DOCNO from the T-Line and pull Debit Voucher from CIRA

Did the DDO utilize the correct voucher information in DDS? *-Check CIRA Debit Voucher (SF 5515)*

NO → Do the amounts match?
- **YES** → Process Correction in DDS only → • Process Debit Voucher citing the correct T-Line Deposit data • Process Deposit Ticket citing erroneous data from S-Line Debit. → Check next month's AUT for correction
- **NO** → Do not merge → Try option "2"

① YES

YES → Do not merge → Try option "2"

START

Is there a close match "S Line" within the AUT

② NO

Was the Debit processed erroneously?
- **NO** → Was the transaction "Forced Matched" by DFAS with another transaction?
  - **YES** → Contact DFAS for guidance and assistance
  - **NO** → Contact FRB-Cleveland for guidance and assistance
- **YES** → Redeem the NSF as cash in DDS and process a Deposit for the cash utilizing the data on the erroneous Debit S-Line → Check next month's AUT for correction

- An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
- Transactions that require input in ECC and OTCnet must be executed by the DA.
- Account ... executing ...

AUT CORRECTION AND RECONCILIATION

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	001457	021001208	20121209	1212	-10397.15	

⊞ Gather the pertinent information:

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive?

  - **The amount is Negative – it is a Debit Voucher (SF 5515)**

- Which Agency (Federal Reserve Bank) issued the Deposit? FRB-NY, FRB-BOS, CITIBANK or FRB-ATL?

  - **The ABANUM indicates it was FRB-NY (ABA 021001208)**

- What type of transaction usually prompts FRB-NY to issue a Debit Voucher (SF 5515) for your DSSN?

  - **EFT Payment requests acknowledged by the FRB-payments were uploaded by the Deputy Disbursing Officer's (DDO) office.**

Stand-alone EFT T-Line/Unreported EFT S-Line (2 of

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	001457	021001208	20121209	1212	-10397.15	

⌗ Possible causes and solutions:

only:
• Process Debit Voucher citing the correct T-Line Deposit data
• Process Deposit Ticket citing the erroneous data from S-Line Debit.

Query DDS Debit Vouchers to determine if the correct SF 5515 number was used

Did the DDO utilize the correct voucher number in DDS? – *Check local DDO EFT SF 5515 Log*

NO

Do the amounts match?

YES

NO

Process Correction in DDS only

Check next month's AUT for correction

YES

Do not merge

Try option "2"

1 YES

START

Is there a close match "S Line" within the AUT

2 NO

• An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.

• Transactions that require input in ECC and OTCnet must be executed by the DA.

Were payments processed in DDS?

YES

NO

Process the EFT Payments in DDS

Did the payments make End of Month Cutoff

YES

NO

Was the transaction "Forced Matched" by DFAS with another transaction?

YES

NO

Contact DFAS for guidance and assistance

Contact FRB New York for guidance and assistance

Wait for the next AUT for line to clear

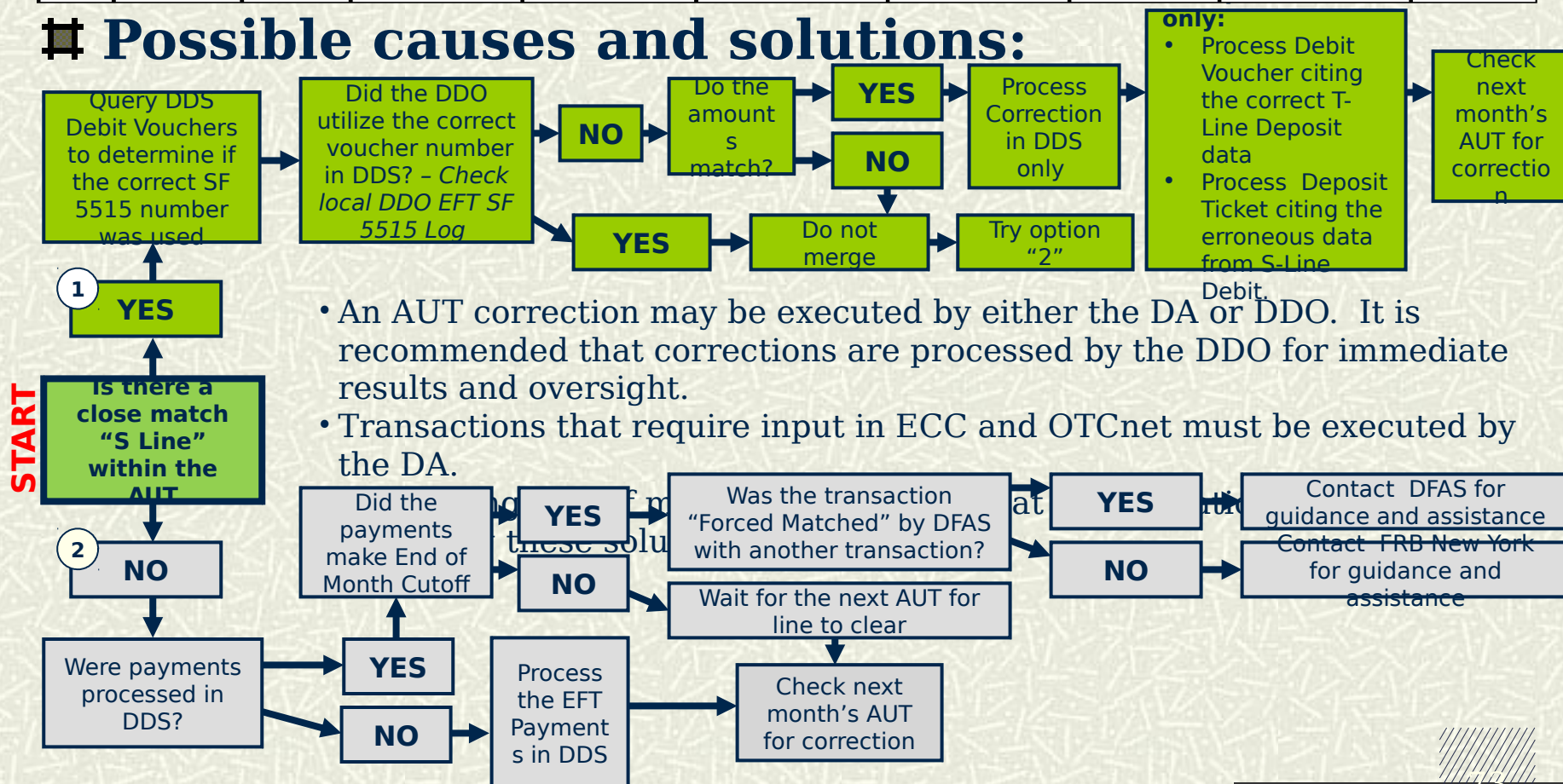Check next month's AUT for correction

AUT CORRECTION AND RECONCILIATION

Stand-alone EFT Reject T-Line/Unreported EFT Reject

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	462017	061000146	20121225	1212	64870.98	

⊞ Gather the pertinent information:

- Is it a Debit voucher (SF 5515) or Deposit ticket (SF 215)? Is the transaction a Negative or Positive?

    - **The amount is Positive– it is a Deposit Ticket (SF 215)**

- Which Agency (Federal Reserve Bank) issued the Deposit? FRB-NY, FRB-BOS, CITIBANK or FRB-ATL?

    - **The ABANUM indicates it was FRB-ATL (ABA 061000146)**

- What type of transaction usually prompts FRB-ATL to issue a Deposit Ticket (SF 215) for your DSSN?

    - **EFT Returns, Rejects or Recalls processed by the FRB- original payments were uploaded by the Deputy Disbursing Officer's (DDO) office.**

- Is this an international or Domestic payment?

    - **Either one- FRB-ATL processes these for International and Domestic**
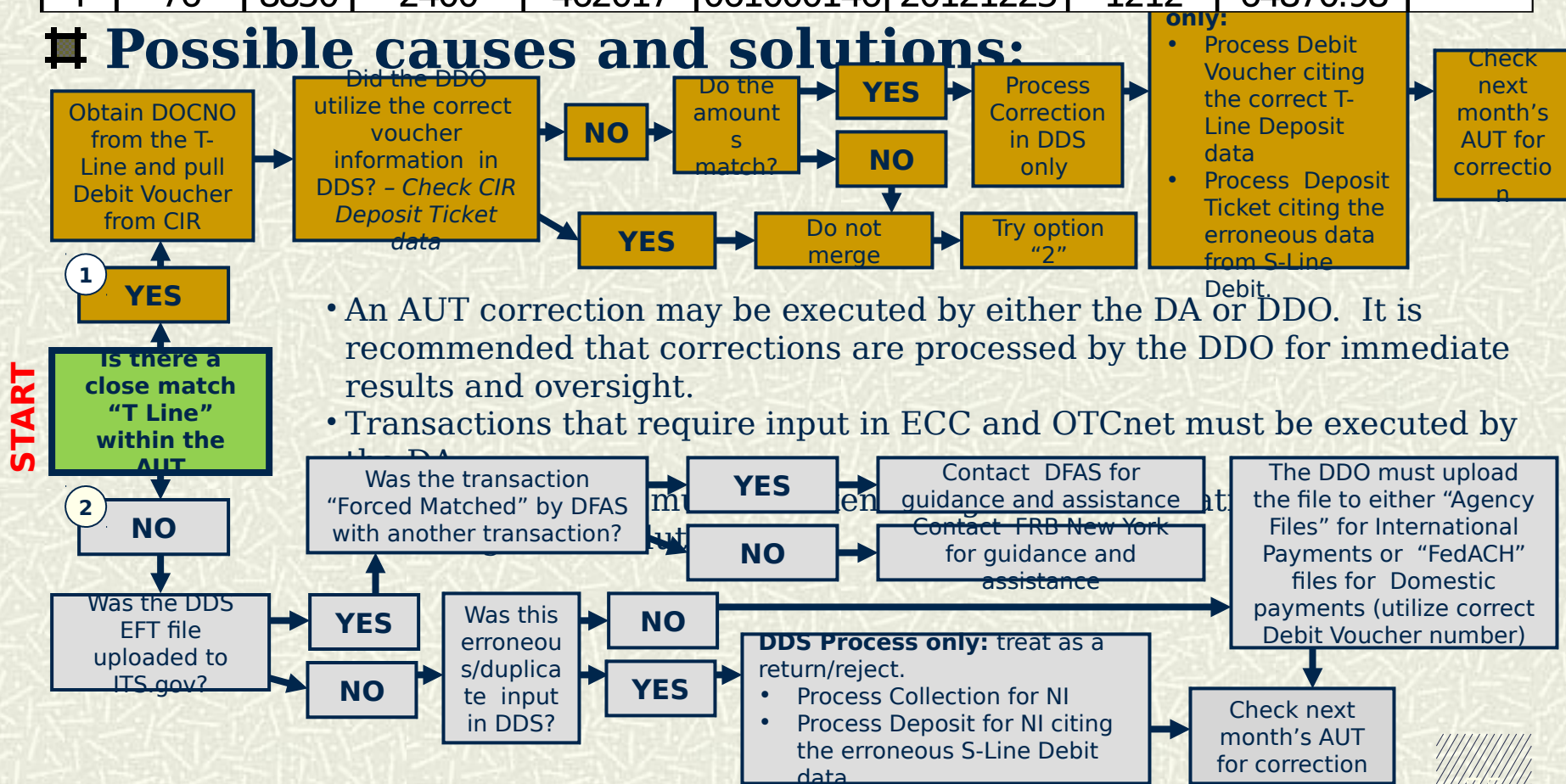
Stand-alone EFT Reject T-Line/Unreported EFT Reject

rt	macom	dssn	transcode	docnum	abanum	docdate	inputdt	amt	age
T	76	8850	2400	462017	061000146	20121225	1212	64870.98	

⌗ Possible causes and solutions:

START

1 → **YES** → Obtain DOCNO from the T-Line and pull Debit Voucher from CIR

Is there a close match "T Line" within the AUT

Did the DDO utilize the correct voucher information in DDS? – *Check CIR Deposit Ticket data*

→ **NO** → Do the amounts match? → **YES** → Process Correction in DDS only

→ **NO** →

→ **YES** → Do not merge → Try option "2"

only:
- Process Debit Voucher citing the correct T-Line Deposit data
- Process Deposit Ticket citing the erroneous data from S-Line Debit.

→ Check next month's AUT for correction

2 → **NO**

- An AUT correction may be executed by either the DA or DDO. It is recommended that corrections are processed by the DDO for immediate results and oversight.
- Transactions that require input in ECC and OTCnet must be executed by the DA.

Was the DDS EFT file uploaded to ITS.gov?

→ **YES** → Was this erroneous/duplicate input in DDS? → **NO** →

→ **NO** →

→ **YES** → Was the transaction "Forced Matched" by DFAS with another transaction? → **YES** → Contact DFAS for guidance and assistance

→ **NO** → Contact FRB New York for guidance and assistance

DDS Process only: treat as a return/reject.
- Process Collection for NI
- Process Deposit for NI citing the erroneous S-Line Debit data

The DDO must upload the file to either "Agency Files" for International Payments or "FedACH" files for Domestic payments (utilize correct Debit Voucher number)

→ Check next month's AUT for correction

REPORTS

REPORTS

⌗ **Data Element Management Accounting Reporting System (DELMARS)**

- ▪ **Due to DFAS-Rome at accounting EOM**
- ▪ **Processed and input in STANFINS by DFAS-Rome**
- ▪ **Individual lines of all debit and deposits**

```
DELMARS  INTERFACE FILE, I0911001.dlm              CREATED NOV,2009   01/06/2010 12:01


                          Debit
                 Deposit  Voucher
        DI       Number   Number        Date       Amount          TCD  SCD  DSSNFDRI   RT
        21       00000001               091124     0000000125000   420  2    85500AR    4
        21       00000002               091124     0000000125000   420  2    85500AR    4
        21       00230407               090716     0000000066800   420  2    85500AR    4
        21       00004764               090716     0000000100000   420  2    85500AR    4
        21                00006756      091124     0000000125000   420  3    85500AR    4
        21                00000001      090820     0000014914530   420  3    85500AR    4
        21                00525487      090820     0000000015000   420  3    85500AR    4
        21                00613452      090820     0000000022000   420  3    85500AR    4
        21                00625325      090819     0000000032500   420  3    85500AR    4
        21                00055935      090716     0000000100000   420  3    85500AR    4
```

Justification

⌗**Aged AUT justification spreadsheet**
- **Due by EOM**
- **Accounting Services, DFAS-IN**
- **Line by line explanations of aged transactions**
  - **List corrective actions**
  - **Projected completion month**

PMI--EXPLANATION FOR DEPOSIT DIFFERENCES OVER 60 DAYS OLD					
NOTE: This report is due any month your location has a transaction over 60 days old.					
Please submit to: Dawnn Adams (dawnn.adams@dfas.mil)					
DSSN ==>	5000				
AUT DATA==>	May 09 Data				
DSSN CONTACT PERSON=>					
EMAIL ADDRESS==>					
Instructions:	Complete the Reason, Plan of Action, and Estimated Resolution Date				
AUDIT MONTH	AMOUNT	UPDATED AMOUNT TO BE JUSTIFIED IF AFFECTED BY FORCED MATCHES	REASON FOR THE DIFFERENCE	PLAN OF ACTION TO RESOLVED THE DIFFERENCE	ESTIMATED RESOLUTION DATE
Nov-08	536,452.36				
Dec-08	2,132,325.81				
Jan-09	3,700.00				
Feb-09	(358,007.02)	(341,129.02)	Justifiable balance reduced by FM 495044, 495048. Please justify the remaining ($341,129.02)		
Mar-09	100,792.20	93,099.75	Justifiable balance reduced by FM 62031,62027, 495048. Please justify the remaining $93,099.75.		

REPORTS

Statement of Differences

- **Received from Treasury**
- **Differences reported by processing month**
- **Aged amounts must be justified monthly**


```
GOALS II Information Access System (IAS)

Report type: IAS 513
Report name: Statement of Differences – Deposits
Run date: Jun  4 2009   7:49AM
User ID: DADAMS
Accounting period: 200905
ALC: -- All --
Age: -- All --


ALC: 00008830          Accounting Period: May 2009          Audit Month: Nov 2007

            Reporting     Rptng         Accounting Reports      Agency Control Accts
Ref Num     Date          Symbol      Submitted by Agencies    Maintained by Treasury
--------    -----------   ---------   ----------------------   -----------------------
            03/31/2009    00002100                  -800.00
            12/31/2008    00002100                 3,107.00
--------    -----------   ---------   ----------------------   -----------------------
Totals:                                            2,307.00                      0.00
Amount of Difference:                                                        2,307.00


ALC: 00008830          Accounting Period: May 2009          Audit Month: Nov 2008

            Reporting     Rptng         Accounting Reports      Agency Control Accts
Ref Num     Date          Symbol      Submitted by Agencies    Maintained by Treasury
--------    -----------   ---------   ----------------------   -----------------------
            01/31/2009                                                       3,107.00
            12/31/2008                                                      49,800.42
            11/30/2008                                                  -59,862,289.75
            05/31/2009    00002100              458,454.88
            04/30/2009    00002100          199,959,247.90
            03/31/2009    00002100           50,122,956.58
            02/28/2009    00002100         -100,001,100.00
            01/31/2009    00002100          -89,892,935.05
            12/31/2008    00002100              286,527.98
            11/30/2008    00002100         -120,206,082.26
--------    -----------   ---------   ----------------------   -----------------------
Totals:                                     -59,272,929.97                -59,809,382.33
Amount of Difference:                                                        536,452.36
```

REPORTS

Deposit Cleared Report

▣ **Received from DFAS-IN**

▣ **Lists all Treasury Deposits and Debits that matched Deposits and Debits made by DSSN**

▣ **Used only as reference**

```
-885                              DEPOSITS CLEARED              RUN DATE   09/06
OM   76                               REPORT                    ACCOUNTING DAT
N 8830
DOCUMENT        DATE      TRANSACTION     MICRO       INPUT          DETAIL
 NUMBER      PRESENTED       CODE        NUMBER        DATE      DOLLAR AMOUNT

00000011     08/11/26        4203                     0509          9,149.00-
00000011     08/11/26        4202                     0309          9,149.00
00000012     08/11/28        4203                     0509         27,410.00-
00000012     08/11/28        4202                     0309         27,410.00

00000046     08/12/18        2400      042000437      1208            200.00-
00000046     08/12/18        4203                     0509            200.00-

00000121     09/02/03        2400      042000437      0209         41,252.60
00000121     09/02/03        4202                     0509         41,252.60

00000124     09/02/03        2400      042000437      0209          1,020.00
00000124     09/02/03        4203                     0509          1,070.00-
00000124     09/02/03        4202                     0509          1,020.00
00000124     09/02/03        4202                     0209          1,070.00

00000136     09/02/05        2400      042000437      0209         33,509.00
00000136     09/02/05        4203                     0509          1,700.00-
00000136     09/02/05        4202                     0309          1,700.00
00000136     09/02/05        4202                     0509         33,509.00

00000142     09/02/06        2400      042000437      0209          3,050.00
00000142     09/02/06        4202                     0509          3,050.00

00000144     09/02/09        2400      042000437      0209         23,755.00
00000144     09/02/09        4203                     0509         26,711.00-
00000144     09/02/09        4202                     0509         23,755.00
00000144     09/02/09        4202                     0309         26,711.00

00000146     09/02/09        2400      042000437      0209            677.00
00000146     09/02/09        4203                     0509            875.00-
00000146     09/02/09        4202                     0509            677.00
00000146     09/02/09        4202                     0209            875.00

00000150     09/02/09        2400      042000437      0209            200.00-
00000150     09/02/09        4203                     0509            200.00-

00000155     09/02/10        2400      042000437      0209         53,390.00
00000155     09/02/10        4203                     0509         29,150.00-
00000155     09/02/10        4203                     0509         22,540.00-
00000155     09/02/10        4202                     0409         22,540.00
```

Deposit Cleared Report

⌗ **Deposit/Debits that the system matches automatically.**

⌗ **May Cause discrepancies when lines that are not supposed to be matched are matched**

⌗ **Matches made because:**
- **Same $ amount**
- **Same Processing Month or**

CONCLUSION

The AUT is a tracking tool that allows the Treasury and Disbursing Officer to **EVALUATE AND ENSURE** the proper utilization and balancing of Treasury system based transactions (debits and deposits).
When reviewed and worked properly it can be used to detect improperly processed or reported transactions, correct imbalances and ultimately, **prevent fraud**.

Questions
?